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Bridgeport  
SUPERIOR COURT  
Short Calendar

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NOTICE

Counsel and pro se parties may inform the court of those matters on this calendar that are “READY” for adjudication by calling the short calendar marking line. MATTERS THAT HAVE BEEN MARKED READY FOR ADJUDICATION WILL BE HEARD BY THE COURT ON THE DATE OF THIS CALENDAR. MATTERS THAT HAVE NOT BEEN MARKED “READY” FOR ADJUDICATION WILL BE DEEMED “OFF” AND WILL NOT BE DECIDED ON THIS CALENDAR.

ALL COUNSEL AND PRO SE PARTIES OF RECORD ARE EXPECTED TO APPEAR FOR ORAL ARGUMENT AT 9:30 A.M. ON THE DATE OF THIS CALENDAR if the case is marked “READY” as described above.

MARKING CASES READY

The number for the short calendar marking line is (203) 579-7228. The marking line is in continuous operation from 9:00 A.M. Tuesday through 4:00 P.M. Thursday of the week preceeding the calendar. In the event a state holiday falls on the Friday preceding the scheduled calendar, the recording device will be on from 9:00 A.M. Tuesday through 11:00 A.M. Thursday during that week.

The number for the fax machine is (203) 382-8406. Any party making a marking via fax must use the standard state form. Specific instructions for marking by fax are contained on the form itself.

Regardless of the method of transmittal, counsel and pro se

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NOTICE (continued from Column 1)

parties are required to provide the following information when making a marking:

- Column number and position on the calendar;
- Name and docket number of the case;
- Marking;
- Full name of the person making the marking and the firm name, if applicable; and
- Confirmation that all counsel and pro se parties of record have been notified of the marking

Counsel and pro se parties shall bring a confirmation of the marking to the short calendar hearing of an arguable matter. This may be in the form of a fax and a transmittal sheet or a detailed note from the person who telephoned the marking to the court.

Counsel and pro se parties need call the marking line ONLY to mark a matter "READY" for adjudication. Matters that have not been so marked will automatically be deemed "OFF". No "OVER" or "CONTINUED" markings will be accepted.

Counsel and pro se parties must give timely notice to each other of any marking that has been made. Failure to do so may result in sanctions being imposed by the court. If conflicting markings are made, the last one recorded will control.

PLEASE CONTACT THE SHORT CALENDAR CLERK AT (203) 579-6527 FOR FURTHER CLARIFICATION.

NOTICE CONCERNING E-FILING

Initiating cases and filing motions and pleadings through the Internet is now available for five types of cases through the Judicial Branch website ([www.jud.state.ct.us](http://www.jud.state.ct.us)). Access the e-filing system by clicking on E-Services on the blue menu bar or by clicking on the e-filing icon. If you are interested in obtaining information regarding enrollment, e-filing cases/motions and pleadings, or attending interactive learning sessions, please contact [efile@jud.ct.state.us](mailto:efile@jud.ct.state.us).

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